



The Woodlands Township

The Woodlands, TX

2014 Tennis Court Resurfacing Project Bid Form

SCOPE: The Woodlands Township is requesting bids for the resurfacing of tennis courts at the following parks in The Woodlands, Texas:

- Avalon Park – 8585 Grogan’s Mill Rd. The Woodlands, TX 77380 (Two courts)
- Falconwing Park – 5610 Rush Haven Dr. The Woodlands, TX 77380 (Two courts)
- Harper’s Landing Park – 2 N. Blair Bridge Dr. The Woodlands, TX 77382 (Two courts)
- Shadowbend Park – 4995 Lake Woodlands Dr. The Woodlands, TX 77381 (Five courts)

General Specifications:

- The Woodlands Township reserves the right to reject any or all Bids, including without limitation the rights to reject any or all nonconforming, non-responsive, unbalanced or conditional Bids and to reject the Bid of any Bidder if The Township believes that it would not be in the best interest of the Project to make an award to that Bidder, whether because the Bid is not responsive or the Bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by The Township.
- The Township also reserves the right to waive all informalities and defects in the bids and the bidding process not involving price, time of submittal or changes in the Work and to negotiate contract terms with the Successful Bidder. Discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of the words. In case of ambiguity or lack of clarity in stating the prices in the bid, The Township reserves the right to consider the most advantageous bid thereof or to reject the bid.
- By bidding, the bidder acknowledges and will adhere to all specifications as stated within this Request for Bid packet.
- Bid prices shall be firm from 90 days from bid opening.
- Bidders should carefully examine the bid documents, specifications and other documents, and fully inform themselves as to all conditions and matters which can in any way affect the work or the cost thereof. Should a bidder find discrepancies in or omissions from specifications, or other documents, or be in doubt as to their meaning, he should notify The Woodlands Township Project Manager at once and obtain clarification prior to submitting a bid.
- All Bids must be made on the required BID TABULATION FORM. All blank spaces for BID prices must be filled in with ink or typewritten, and the BID form must be fully completed and executed when submitted. Bidder shall **complete every space** in the bidder’s initials column with either a check mark to indicate the item being bid is exactly as specified or a description to indicate any deviation of item being bid from the specifications.
- A conditional BID may be cause for rejection.
- Late submittals will be rejected without consideration.

- Any questions about the meaning, the intent or the specifications must be inquired by the Bidder in writing by **February 12, 2014**. E-mail all questions to Michelle Betcher at mbetcher@thewoodlandstownship-tx.gov. Any and all questions will be responded to in the form of a written addenda. All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Bid Tab Page. All addendums will be uploaded to the same location as the Request for Bid on The Woodlands Township website.
- Bid tabulation, references and acknowledgement of the general specifications must be received by The Woodlands Township-Parks & Recreation Department, 8203 Millennium Forest Dr., no later than **12 noon on February 17, 2014**.

General Specifications and Acknowledgment

Bidder shall complete every space in the bidder proposal column with either a check mark to indicate the item being bid is exactly as specified or a description to indicate any deviation of item being bid from the specifications.

Item #	Description of Requirements	Bidder's Initials
1	This project is for the resurfacing of tennis courts in Avalon, Falconwing, Harper's Landing and Shadowbend Parks in The Woodlands, Texas. Bid price shall be inclusive of all labor, materials, equipment, supplies, supervision, tools etc.	
	Insurance and Taxes	
2	No taxes shall be included in the bid price since The Woodlands Township is exempt from all sales tax. The Woodlands Township will provide selected vendor applicable proof of sales tax exemption.	
3	Contractor shall provide to The Woodlands Township proper and verifiable insurance as outlined in the bid document.	
	Project Timeline	
4	<ul style="list-style-type: none"> Bid Due Date – February 17, 2014 Bid Review Date – February 21, 2014 (estimated) Award Contract – February 25, 2014 (estimated) Tennis Court Resurfacing completed at Harper's Landing location (2 courts total) – must be completed March 10-14, 2014 Resurfacing completed at remaining 3 locations (additional 9 courts) completed by June 2-30, 2014 	
	Payment	
5	Partial payment based on the percent complete less 10% retainage will be paid by The Woodlands Township within thirty (30) calendar days after the invoice is received based on the Accounts Payable calendar which will be provided to the successful contractor.	
	Bid Evaluation	
6	Evaluation of bid takes into account the following considerations: price, quality, experience.	
7	There will no pre-bid meeting or Site Visit required for the project. However, a walk through is always encouraged to familiarize the Contractor with the current site conditions.	
	Warranty	
8	Standard manufacturer's installers warranty on labor and materials for surfacing materials. Warranties shall be for a period of one year, unless longer warranties are normally supplied.	
9	Provide maintenance and operations required for the proposed materials with submittal.	

10	Include expected life cycle of the proposed materials with submittal.	
	Approvals	
11	An award of contract is subject to The Woodlands Township approval.	
	General	
12	All components of Tennis Court Resurfacing shall be performed by one subcontractor, with a minimum of five years experience in the construction of Tennis Courts.	
13	Product data: Within four (4) calendar days after the Contractor has received the Notice to Proceed, they must submit a materials list of items proposed to be provided under these Specifications.	
14	Quality Assurance: Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.	
15	Schedule: Unless otherwise specified in the Purchase Order, Contractor shall complete work within eighty (80) days of Notice to Proceed. Contractor will use all reasonable efforts to meet the scheduled completion date.	
16	Contractor shall provide all equipment, labor, trucks, and material necessary to perform the required service. No equipment, material or personnel shall be provided by The Woodlands Township to Contractor.	
	Products	
17	<p>Scope: To provide an even textured Acrylic color surfacing on concrete tennis courts built to US Tennis Court and Track Builders Spec., Type V.</p> <p>Materials Required: Plexipave System by California Produces for Concrete Tennis Courts</p> <p>Plexipave System Concrete Patch</p> <p>A. Quantity depends on the amount required to level the court to meet standard spec. of 1/8" under a 10' straight edge.</p> <p>Plexipave System Concrete Primer</p> <p>A. Quantity depends on porosity of concrete but generally the coverage is approximately 300 sq ft. per gal. mixed with water according to label instructions.</p> <p>Plexipave System Acrylic Color Filler Finish (or approved equal)</p> <p>A. Filler Coat (mixed per instructions) covers 100 sq ft. per gal. per coat.</p> <p>B. Finish Coat (mixed per instructions) covers 200 sq ft. per gal.</p> <p>C. Standard Colors: Dark green, California red with no exceptions. Verify with The Woodlands Township Project Manager.</p> <p>Plexipave System Acrylic Paint</p> <p>A. 1 gal. of line paint will be required to paint the lines of a doubles tennis court.</p> <p>B. Colors: White, verify with The Woodlands Township Project Manager.</p>	
	Surfacing Criteria and Procedures	
18	<p>Surface Inspection and Cleaning</p> <p>A. All tennis courts shall be cleaned thoroughly to remove all dirt and residue from the surface. Cracks shall be cleaned to a depth of at least 3/4".</p> <p>B. Inspect courts for any chips, cracks, dings, 'birdbaths' (an area 1/8" under a 10'</p>	

straight edge).

- a. Chips, Cracks, Dings- These areas shall be repaired with filler, applying pressure with a tool, such as a putty knife to insure that material comes in contact with all surfaces of the crack or void. The filler shall be allowed to set a minimum of one hour. If material shrinks below grade level, material shall be reapplied in the same manner and allowed to set. This process shall be repeated until the area is completely full and level. After material is cured, these areas shall be rubbed down to a rough finish with a rubbing brick.
- b. 'Birdbaths'- These areas shall be patched with Bond Coat mix. Areas to be repaired shall be dampened with water before spreading the mixture into the depression. After the mixture has attained an initial set, it shall be troweled or broomed so that it is even and feathers into the adjacent surface. The mixture shall be allowed to dry overnight prior to application of coatings.
- C. Do not proceed until unsatisfactory conditions are corrected. Notify Project Manager immediately of any unsatisfactory site conditions.

Primer

- A. Mix Primer thoroughly. Apply to surface with a compressed air sprayer or pour it on and spread it with soft hair brooms. Do not allow to puddle. Allow to dry. Follow the label instructions for dilution and coverage.

Filler Coats (Texture)

- A. Two squeegee coats of texture color shall be applied in strict accordance with the manufacturer's specifications and guidelines. The color coating systems shall have color in all applications. Surface coats shall be applied at the manufacturer's recommended rates per square yard for each coat.
 - i. Over the primed concrete slab, apply 2 coats Plexipave System Filler according to label instructions. Placement should be made with a dispenser capable of laying a "wind-row" of material approximately 6" wide and 3/8" deep in a uniform manner the length of the court. After the "wind-row" has been placed, it should be spread with two men using 30" rubber squeegees slanted at an angle so as to keep pushing the material to the other side of the court. The entire court should be covered in this manner without stopping, keeping in mind that on a warm, dry day, the material will dry quickly which will make it difficult to produce a uniform surface, free of streaks. If after two coats, the texture is not uniform, a third coat should be applied as above. Allow filler coats to dry thoroughly before beginning the finish coat application.

Finish Coat

- A. Over the filler coats, apply one coat of Plexipave System Color Finish according to label instructions. Follow the same procedure of application as described for the filler coat except the last man should use a 30" brush instead of a squeegee to get a smooth, even finish.

	<p>Lines</p> <p>A. Lines shall be painted with Plexipave System Acrylic White Line Paint according to USTA specifications in the following manner:</p> <p>i. Parallel strips of masking tape shall be put down with a tape machine to obtain straight lines. A 4" brush or a 2" roller should be used to apply the paint. Care should be taken not to get line paint on the surrounding surface. If texture is required, a small amount of fine clear sand can be mixed into the paint. In most cases, one coat is sufficient. All courts shall be lined for doubles play.</p> <p>Miscellaneous</p> <p>A. The edges of the concrete slab and all light pole foundations shall be painted with Plexipave System Acrylic Color Filler-Finish or approved equal to enhance the overall appearance of the finished product.</p> <p>B. A minimum of 48 hours shall be allowed before subjecting surface to competition.</p> <p>C. Materials shall not be applied below 50 degrees Fahrenheit.</p> <p>D. Care shall be taken to protect adjacent areas and structures which are not meant to be coated. These are, but not limited to, fences, posts, sidewalks and buildings. In the event that coatings are applied to the above, coating shall be removed immediately before drying occurs.</p> <p>E. Court surface shall show no squeegee or tool marks when courts are completed. The court shall be a smooth surface and of uniform texture.</p>	
	Standard of Conduct and Appearance	
19	Contractor shall behave and operate in an environmentally sound and professional way, as to not create damage or cause exposure by virtue of omission.	
20	Equipment must be well maintained and in good operating condition.	
	Contractor's Responsibility	
21	Work shall be conducted between 7:00 a.m. and 7:00 p.m., Monday through Saturday. The Woodlands Township may direct specific times for certain work to be performed so as to not to interfere with the community, which would include Township holidays.	
22	Contractor is responsible for repairing any damage to facilities, grounds or landscape that occurred as a result of the contractor performed work.	
23	Contractor is responsible for maintaining a locked gate around work area while project is under construction.	
24	Contractor is responsible for removing all construction debris from site, removing all barrels and secure the gate.	
25	Contractor is responsible for locating all utilities prior to construction and providing written notification to The Woodlands Township Project Manager prior to construction.	
26	Contractor is responsible for delivery, storage and handling of all materials related to the tennis court resurfacing.	
	Working in The Woodlands	
27	Contractors shall understand that one of the main emphases of this community is the preservation of the natural existing environment-that is the trees, bushes, wildflowers and wildlife, and to enhance it by additional landscaping and the development of the lakes and open space. The houses are being built with the natural woodlands preserved surrounding them. No one can replace what nature has created, and to preserve this beauty The Woodlands Township expects contractor cooperation. No trees, shrubs or vegetation should be unnecessarily removed or damaged. No trash, lumber, etc. can be dumped in the woods. No vehicles, etc. can be parked except in designated areas assigned by the superintendent.	

	Prevailing Wage Provision	
28	For this project, all contractor(s) and subcontractor(s) must pay the local general prevailing wages. This includes the rate for overtime work and legal holidays. Laborers or employees must be paid at or above the prevailing local wages. The minimum rate will be specified by The Woodlands Township and can be found in the Bid section of The Woodlands Township website (http://www.thewoodlandstownship-tx.gov/DocumentView.aspx?DID=1285)	
	Value Engineering	
29	Selected contractor will coordinate with The Woodlands Township a value engineering exercise to maintain probable cost within the established budget to insure project durability and quality.	
	Communication	
30	Contractor(s) are expected to be in daily contact (email, phone, and fax) and weekly meetings with appointed project manager for The Woodlands Township. Additional meetings may be required between contractors selected regarding project related issues.	
	Compliance with laws	
31	At Contractor's own cost and expense, Contractor shall comply with all laws, ordinances, rules, and regulations of the federal, state, local and OSHA authorities and departments relating to or affecting the work hereunder, and shall secure and obtain any and all permits, licenses, certifications and consents as may be necessary in connection therewith.	
	User Safety	
32	Though the tennis courts will be closed, the park will remain open for use by the public; contractor(s) shall maintain a safe area throughout construction.	
33	Each contractor must ensure user's safety when performing services in and around all locations.	
	Sub-contractors	
34	All construction shall be performed by the approved contractor or sub-contractor. A list of sub-contractors shall be submitted with the bid.	

DATE

Signature

Name (please print)

Company

Email

Phone Number

Bid Tabulation Form

Item	Bid Amount
Avalon (Two) courts	\$
Falconwing (Two) courts	\$
Harper's Landing (Two) courts	\$
Shadowbend (Five) courts	\$
Total	
# of Days	
BID ALT 1	
Blended Lines at Shadowbend Tennis Courts only. Include Blended Lines (for 10 + under tennis) in resurfacing project. Light green on dark green courts.	

I, _____, certify that this quote is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a quote for the same materials, supplies or equipment and is in all respects fair and without collusion of fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

Signature

Name (please print)

Company

Email

Phone Number

Insurance Requirement

Vendor agrees to maintain and require its subcontractors to maintain at all times the following coverage at no less than the limits indicated:

Worker's Compensation Insurance	-	Statutory
Employers Liability	-	\$100,000

Automobile Liability (Including Owned and Non-Owned autos)

Bodily Injury	-	\$250,000 each person
	-	\$500,000 each occurrence
Property Damage	-	\$100,000 each occurrence

Commercial General Liability

Combined Single Limits for Bodily Injury and Property Damage:

Each occurrence for premises/operations:

Broad form CGL liability coverage	-	\$1,000,000
Products / Operations aggregate	-	\$1,000,000
Advertising Injury	-	\$1,000,000
General Aggregate	-	\$2,000,000

Umbrella Liability	-	\$1,000,000 each occurrence
	-	\$1,000,000 annual aggregate
	-	\$ 25,000 self insured retention

Vendor's coverage must be written on an Occurrence (not claims made) basis with companies acceptable to The Woodlands Township, must stipulate that no take-out endorsements are included on the General Liability policy, and each policy providing coverage hereunder shall contain provisions that no cancellation or material reduction in coverage in the policy shall become effective except upon thirty (30) days prior written notice thereof to The Woodlands Township. The Woodlands Township shall be named as additional insured with respect to liability imposed upon it resulting from the performance of Work under this Agreement. There shall be no right of subrogation against The Woodlands Township and this waiver of subrogation shall be endorsed upon the policies. Prior to the commencement of performance of the Work, Vendor shall furnish certificates which shall identify The Woodlands Township to The Woodlands Township in duplicate, evidencing compliance with all requirements herein. The limits of such insurance shall in no way be construed as limiting Vendor's obligation to completely defend, indemnify and hold harmless The Woodlands Township.

References

Please provide information from three (3) references

1. Agency/Company:

Contact Name:

Contact Phone:

Project description

Project start and end dates

2. Agency/Company:

Contact Name:

Contact Phone:

Project description

Project start and end dates

3. Agency/Company:

Contact Name:

Contact Phone:

Project description

Project start and end dates